

Preparing for written and oral expert evidence

- You must:
- 1** keep up-to-date with relevant practice and developments in your field of expertise
 - 2** provide a current detailed curriculum vitae specific to your field of expertise
 - 3** comply with published guidelines and rules for providing expert evidence
 - 4** comply with current legislation covering equality, diversity and human rights
 - 5** comply with current legislation and our requirements in relation to data protection and information security
 - 6** ensure adequate time to obtain and view all material that may reasonably influence your opinion
 - 7** consider medical records, scans and other documents we send to you
 - 8** be sufficiently acquainted with your evidence in advance of any discussions or attendance at hearing
 - 9** regularly check for and promptly respond to any communication from us

Providing written expert evidence

- You must provide:
- 10 accurate, clear, concise and comprehensive written reports
 - 11 answers to any questions in a manner which is likely to increase the understanding of those involved
 - 12 written reports in the required format
 - 13 high quality written reports to the required timescales
 - 14 opinion which is consistent with your role and within your area of expertise and knowledge
 - 15 additional information to support and update written reports

Presenting oral expert evidence

- You must:
- 16 arrive at the venue in time to permit prior consultation with the case team, and remain available at the venue until such time as formally released
 - 17 present yourself, and interact with others, in a manner which is likely to lead to a constructive outcome
 - 18 provide evidence which is consistent with your role and within your area of expertise and knowledge
 - 19 provide accurate, clear, concise and comprehensive oral evidence as required by the Tribunal
 - 20 ensure your evidence is consistent with your written report unless you are presented with further evidence which affects the opinion in your written evidence
 - 21 deliver your evidence in a manner which is likely to increase the understanding of those involved